

STATE OF IDAHO  
DEPARTMENT OF INSURANCE  
700 WEST STATE STREET, 3<sup>rd</sup> FLOOR  
PO BOX 83720  
BOISE, ID 83720-0043

**INSTRUCTIONS FOR COMPLETING AND FILING  
CONTINUATION FEE STATEMENT  
SURPLUS LINE INSURERS**

1. Read these instructions carefully before completing this fee statement.  
If there are any questions regarding this filing, contact the Premium Tax Section at (208) 334-4282, (208) 334-4281, or (208) 334-4280.
2. Annual Continuation Fee Statements are due on or before March 1.  
NAIC Annual Statements are not required in Idaho. Idaho Code § 41-268 (3)
3. **Original signed forms must be submitted.** Idaho Code § 41-402
4. All surplus line insurers are required to file this fee statement and remit the Continuation Fee. The fee is levied against all companies authorized to write business in the State of Idaho. The fee is due and payable whether or not business was written. Idaho Code § 41-268 and IDAPA 18.01.44.03.a.iii
5. The attached fee statement applies to all foreign and alien surplus line insurers on the Idaho "White List".
6. The company name, address and state of domicile must be completed, as all forms, refunds and correspondence will be sent to this address.
7. Any questions concerning this fee statement will be directed to the contact person; therefore, include a direct telephone number and extension.
8. The fee statement must be signed and dated by an officer of the company. Unsigned statements will be considered incomplete.
9. U.S. representatives may file the fee statement on behalf of alien insurers and sign in place of an officer of the company.
10. Alien insurers must remit fee in U.S. dollars, drawn on an U.S. bank.